

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

JOB OPPORTUNITY

HEALTH CARE ANALYST (2 Positions)
MAY UNDERFILL AS CONNECTICUT CAREERS TRAINEE

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates currently on the exam list for Health Care Analyst or individuals meeting the requirements of a Connecticut Career Trainee (see below).

Location: 410 Capitol Avenue, Hartford, CT 06106

Job Posting No: OC103689 & OC82490

Hours: 8:00 a.m. – 4:30 p.m., Monday – Friday, (full time, 40 hours per week)

Salary Range: \$59,585.00 - \$77,110.00 – Health Care Analyst
\$43,353.00 - \$55,958.00 – Connecticut Careers Trainee

Posting Date: November 20, 2013

Closing Date: November 26, 2013

Eligibility Requirement:

As a Health Care Analyst: Candidates must have applied for and passed the **Health Care Analyst** exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

As a Connecticut Careers Trainee: A Bachelor's degree or Master's degree accounting, finance or other closely related field or public health with some college courses in accounting or finance.

Duties include but are not limited to: Analyzes and evaluates budget, expenditure, utilization, reimbursement rate setting and/or revenue issues within behavioral health services; analyzes authorizations and expenditures for fee-for-service programs; analyzes provider annual financial reports; prepares management and ad-hoc financial reports; performs special research projects as assigned

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

PLEASE SEND APPLICATION TO:

DMHAS/Office of the Commissioner

Human Resources
410 Capitol Avenue, 4th Floor
Hartford, CT 06106
Fax: (860) 418-6697
Edra.Knight@ct.gov

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.